

OCTOBER 17, 2016 7:00 P.M.

JONES COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

JONES COUNTY AGRICULTURAL BUILDING, 110 MARKET STREET

TRENTON, NC 28585

MINUTES

COMMISSIONERS PRESENT:

Zack Koonce, Chairperson
Frank Emory, Vice-Chairperson
Mike Haddock, Commissioner
Joseph Wiggins, Commissioner
Sondra Ipock-Riggs, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager
Brenda Reece, Finance Officer
Eric Merritt, Emergency Management
Susan Gray, Register of Deeds

COMMISSIONERS ABSENT:

The Chairperson called the meeting to order. Commissioner Mike Haddock gave the invocation.

MOTION was made by Commissioner Sondra Ipock-Riggs, seconded by Commissioner Frank Emory, and unanimously carried **THAT** the agenda be **APPROVED** as presented.

MOTION made by Commissioner Joe Wiggins, seconded by Commissioner Frank Emory, and unanimously carried **THAT** the minutes for the Regular Meeting on October 3, 2016 be **APPROVED**.

PUBLIC COMMENT PERIOD:

Mr. Wayne Hurley addressed the Board and asked when the trash pickup in the area would resume.

1. HURRICANE MATTHEW AND STORM UPDATE

Mr. Franky Howard updated the Board of Commissioners on Hurricane Matthew and the aftermath of the storm. Franky Howard mentioned that trash pickup would resume this week. Waste Industries was not able to run the normal schedule due to the flooding. EOC opened Saturday morning and ran through the following Saturday morning. There were 52 in the shelter. Jones County was fortunate considering the damage that is in neighboring counties. Franky Howard mentioned that all the agencies and different departments worked well together. Eric Merritt also updated the Board on storm statistics. This is information only no action needed by the Board. A copy of the statistics is marked **EXHIBIT A** and is hereby incorporated and made a part of the minutes.

2. TAX COLLECTION REPORT

Mr. Franky Howard presented to the Board the Tax Collection Report. This is information only no motion needed. A copy of this report is marked **EXHIBIT B** and is hereby incorporated and made a part of the minutes.

3. BUDGET AMENDMENTS

Mr. Franky Howard presented the Board with budget amendments to keep the County in line with expenditures. **MOTION** made by Commissioner Frank Emory, seconded by Commissioner Joe Wiggins and unanimously carried **THAT** the Budget Amendment numbers

6 through 8 be **APPROVED** as presented. A copy of these budget amendments is marked **EXHIBIT C** and is hereby incorporated and made a part of the minutes.

4. REGISTER OF DEEDS SCANNING PROJECT

Mr. Franky Howard presented the Board an Agreement with Courthouse Computer Systems to digitally scan 14 index books and 178 document books at the Register of Deeds office. These books will be scanned on premises and the image quality will be enhanced if necessary.

MOTION made by Commissioner Joe Wiggins, seconded by Commissioner Frank Emory and unanimously carried **THAT** the Agreement be **APPROVED** as presented. A copy of this Agreement is marked **EXHIBIT D** and is hereby incorporated and made a part of the minutes.

5. WATER PROJECT UPDATE

Mr. Franky Howard discussed updates on the Water Project for the new Water Treatment Plant. At this time we are in the process of negotiations with land owners. At this time Franky Howard recommends that the Board goes into **CLOSED** Session pursuant to NCGS 143.318.11(a)(5).

COUNTY MANAGER'S REPORT

Mr. Franky Howard mentioned that the leftover donations were taken to Lenior County to help with the flood victims there. Mr. Howard also mentioned the Fire and EMS Annual Meeting on October 25, 2016. Franky Howard mentioned the ¼ cent sales tax referendum that will be on the November 8th ballot.

COMMISSIONER'S REPORTS

Commissioner Frank Emory thanked everyone and how well they worked together throughout the County. He said thank you to Franky Howard, Eric Merritt, the Sheriff department, Health Dept and DSS. Commissioner Sondra Ipock-Riggs mentioned the Fire and Rescue Appreciation Dinner being held October 25, 2016. Commissioner Mike Haddock thanked Franky Howard, Eric Merritt, and the Sheriff's dept for an outstanding job during the storm. Commissioner Haddock also mentioned that Craven County Commissioner Jason Jones is supporting the light at the Highway 41 intersection. Commissioner Joe Wiggins also expressed his appreciation for the hard work. Chairperson Zack Koonce thanked all involved during the Hurricane and after the storm.

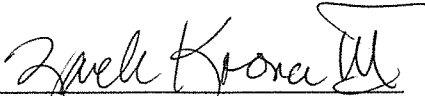
PUBLIC COMMENT

Mr. Mike Wilder addressed the Board and wanted to thank Franky Howard, the Commissioners, Eric Merritt, and the Sheriff's Department. He appreciated how they went out and checked on everyone in the community, knew where they were, and where they could go in an emergency. Mr. Wilder also expressed his appreciation to Sheriff Danny Heath by saying he was unique in that he would call and send someone by to check on individuals in the community. He said the checks felt good and he felt that it brought Jones County together.

MOTION made by Commissioner Mike Haddock, seconded by Commissioner Frank Emory, and unanimously carried **THAT** the meeting go into **CLOSED** Session pursuant to NCGS 143.318.11(a)(5).

MOTION made by Commissioner Joe Wiggins, seconded by Commissioner Frank Emory, and unanimously carried **THAT** the meeting go out of **CLOSED** session.

MOTION made by Commissioner Joe Wiggins, seconded by Commissioner Frank Emory, and unanimously carried **THAT** the meeting **ADJOURN** at 8:04 p.m.


Zack Koonce
Chairman



Brenda Reece
Interim Clerk to the Board

Exhibit A**Jones County: Hurricane Matthew – Post Tropical Cyclone Matthew
October 08, 2016 - October 17, 2016**

Total Rainfall: 6-12.5 inches in a 24 hour period beginning on 10/08/2016 at midnight.

Power Outages: First 24 hours: 1600+

Second day: 350+

Day 3: 110

Day 4: All affected outages were restored (Duke and Jones Onslow)

Damage Totals: JONES COUNTY DID REQUEST IA and PA FEMA ASSISTANCE

IDA Residential Totals (Reporting FD's and Jones County Tax Assessor) including Municipalities.

IDA is not complete.

* Worst affected areas appear to be in Town of Trenton (Back St), Plantation area of Phillips Crossroads, Caswell Station, and Pleasant Hill.

*Caswell Station (Wyse Fork) residents are still inundated by the flooding from the Neuse River in Kinston/Lenoir Co.

Affected			
Minor	66		
Major	27		
Inaccessible	25+ Caswell Station		
No Damage	3		
Destroyed			
Total	121	1.1 Million, and rising 10/17/16	

FEMA IA and PA Declarations have been received.

FEMA is coordinating with the state on when and where to begin assessments and to begin interviewing (Areas entered today were: Edgecombe, Lenoir, Columbus and Robeson Counties).

AGRICULTURAL IMPACTS:

- Initial estimates given by Ag Extension Agent exceed \$8 Million, and are expected to continue rising.
- Initial impacts are to vegetative crops, such as cotton, soybeans, and peanuts. No estimates have been reported as yet to amounts on other crops and Livestock.

ROAD CLOSURES:

Only Oak Grove Road remains Closed as of 10/17/2016 (This route is passable by emergency vehicles).

Exhibit B



COUNTY OF JONES

JONES COUNTY TAX OFFICE

Samuel B. Croom
Tax Administrator

P.O. Box 87
Trenton, North Carolina 28585-0087
October 7, 2016

Phone: (252)448-2546
Fax: (252)448-1080

Jones County Tax Collector:

For the Month of September:

2016 Levy Collected by Tax Office:	\$	234,140.31
2016 Levy Collected by NCVTS:		64,747.96
2006-2015 Levy Collected:		9,641.76
Total Levy Collected:	\$	<u>308,530.03</u>

A handwritten signature of Samuel B. Croom in black ink, written over a horizontal line.

Samuel B. Croom
Jones County Tax Administrator

2016 Levy	\$	6,025,924.83
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Collected on 2016 Levy as of 9/30/2016:	933,685.46
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Other Levy Reduction:

Releases:	13,840.08
Write-Offs:	41.93
Total Levy Reduction:	\$ <u>947,567.47</u>

Percent (%) of Levy Reduced as of 9/30/16:	15.72%
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Percent (%) of Levy Reduced as of 9/30/15:	24.42%
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Exhibit C

Budget Amendment

Date: 10/17/2016

Fund: General Fund

Fiscal Year: 2016-2017

Amendment #6

Decrease Expenditures

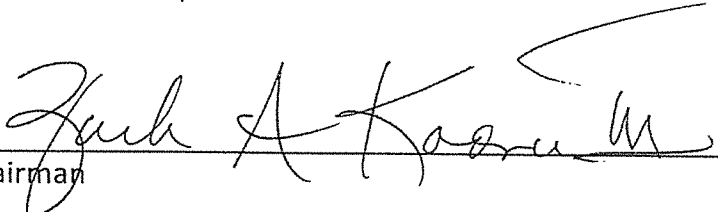
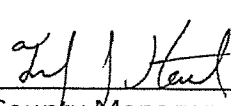

Elections	Voting Machines	11-4170-5356-00	1,015.00
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Total Decrease in Expenditures			1,015.00
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Increase Expenditures

Elections	Capital/Under \$5000	11-4170-5500-00	1,015.00
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Total Increase in Expenditures			1,015.00
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Chairman
County Manager
Clerk to the Board - *Interim*
Finance Officer

Budget Amendment

Date: 10/17/2016

Fund: General Fund

Fiscal Year: 2016-2017

Amendment #7

Decrease Expenditures

Family Planning Program	Supplies - Medical Records	11-5164-5239-01	500.00
Family Planning Program	Supplies - Officer	11-5164-5260-00	14.00
Family Planning Program	Postage	11-5164-5325-00	100.00
Family Planning Program	Printing	11-5164-5341-00	250.00
HIV/STD Program	Professional - Pharmacy	11-5190-5193-03	864.00
Bioterrorism - PHP&R Program	Telephone	11-5189-5321-00	6,368.00
Healthy Carolinians Program	Contract - Services	11-5151-5440-13	1,500.00
Food and Lodging Program	Contract - Services	11-5181-5440-13	250.00
Total Decrease in Expenditures			9,846.00

Increase Expenditures

Family Planning Program	Professional - Pharmacy	11-5164-5193-03	864.00
HIV/STD Program	Supplies - Medical	11-5190-5239-00	864.00
Bioterrorism - PHP&R Program	Broadband	11-5189-5384-00	6,368.00
Healthy Carolinians Program	Salaries	11-5151-5121-00	1,233.00
Healthy Carolinians Program	FICA	11-5151-5181-00	94.00
Healthy Carolinians Program	Retirement	11-5151-5182-00	89.00
Healthy Carolinians Program	Hospitalization	11-5151-5183-00	84.00
Food and Lodging Program	Capital - Under \$5000	11-5181-5500-00	250.00
Total Increase in Expenditures			9,846.00


Chairman
County Manager
Clerk to the Board - *Interim*
Finance Officer

Budget Amendment

Date: 10/17/2016

Fund: General Fund

Fiscal Year: 2016-2017

Amendment #8

Increase Revenues

HIV/STD Program	HIV/STD State	11-5190-4519-05	3,000.00
Total Increase in Revenues			3,000.00

Increase Expenditures

HIV/STD Program	Professional - Lab Services	11-5190-5193-07	500.00
HIV/STD Program	Medical Supplies	11-5190-5239-00	1,967.00
HIV/STD Program	Educational Materials	11-5190-5395-04	533.00
Total Increase in Expenditures			3,000.00

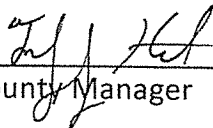


Chairman
County Manager
Clerk to the Board - *Interim*
Finance Officer

Exhibit D**Courthouse Computer Systems - Agreement for Scanning Services**

THIS AGREEMENT made by and between Courthouse Computer Systems, Inc. ("Provider") and the Jones County Register of Deeds office ("Customer").

The "Agreement" sets forth the terms and conditions under which Provider will provide document scanning services to Customer for a contract period of October 15th 2016 through July 1st 2021.

1. Definitions

1.1. "Materials" means 1) the fourteen Grantor and Grantee index Books and 2) the one hundred and seventy-eight books that will be scanned. The exact books included are detailed in Appendix A.

1.2. "Location(s)" means the Customer office at 101 Market St Trenton, NC 28585.

1.3. "Office" means the Jones County Register of Deeds office.

2. Document Scanning Services

During the term of this Agreement, Courthouse Computer Systems will perform the following services:

- 1) Digital scanning of fourteen Index Books to make these books electronically searchable through Courthouse Computer Systems integrated Online Index Books search functionality. Every page that contains index information will be scanned and individually reviewed. Poor quality images will be digitally enhanced as necessary or rescanned as required to ensure that the output images are of high quality. In the event that pages exist in the index book at the time of initial scanning but are inadvertently skipped and not scanned, Courthouse Computer Systems will be responsible for scanning the missing pages and integrating them so that the Online Index Books function without gaps or problems.
- 2) Digital scanning of one hundred and seventy-eight document books. Every page that contains information will be scanned, individually reviewed, and page sequenced correctly. Poor quality images will be digitally enhanced as necessary or rescanned as required to ensure that the output images are of high quality. All images are saved using the document-imaging standard of single page TIFF files with CCITT Group IV compression.

Courthouse Computer Systems will perform all document scanning onsite. The original Materials will remain on Customer's premises at all times. Courthouse Computer Systems will setup its scanning equipment in the Customer's workplace. Quality assurance and image enhancement may occur onsite or offsite using the digital representation of the original Material.

Provider shall use best efforts to ensure that the original documents of the Register of Deeds are not damaged during the term of this Agreement by Provider or its agents.

3. Image Availability

Provider will make all scanned images available over the Internet and in the Register of Deeds office via a secure hosted website.

3. Pricing and Payment.

Courthouse Computer Systems will perform these services for a total price of \$77,363.50 and fifty cents. This fee will be divided into an initial payment of \$50,000 and five subsequent installments of \$5,472.60, \$5,472.60, \$5,472.60, \$5,472.60, \$5,472.60. The initial payment of \$50,000 is due when invoiced, following the completion of the scanning and making the enhanced images available. The subsequent installments are due 7/1/2017, 7/1/2018, 7/1/2019, 7/1/2020, 7/1/2021. Customer agrees to pay all invoices within thirty (30) days of receipt.

PROVIDER:

Signature_____
Name_____
Title_____
Date

CUSTOMER:

Franky J. Howard
SignatureFranky J. Howard
NameCounty Manager
Title10/18/16
Date

Attest:

Brenda C. Reece

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Brenda C. Reece

Appendix A

Individual Books to Be Scanned by
Courthouse Computer Systems

Jones Index Books	Quantity
GT 1960-1977	4
GT Up to 1959	3
GE 1960-1977	4
GE Up to 1959	3
Jones Record Books	Quantity
1 – 12	12
C3 Part 1 and 2	2
M	1
14 – 156	143
158 – 175	18